Kentucky's Highway Incident Management Task Force

Meeting Summary
October 24, 2007

Meeting Attendees:

Tom Adams	Boyd County EMS / KAPA
Scott Evans	Northrop Grumman
David Leo	Kentucky Department of Environmental Protection
Ed Harding	KYTC – Department of Transportation Safety
Bill Hayes	KYTC – Department of Transportation Safety
Lt. Col. Dean Hayes	Kentucky State Police
Tim Hazlette (Chair)	KYTC – Department of Transportation Safety
Ron Herrington	LFUCG – Division of Traffic Engineering
Todd Kelley	Ashland Police Department
Chief Tim Koenig	Kentucky Association of Fire Chiefs
Dustin Luttrell	KYTC – Department of Highways, District 3
Becky Myers	KYTC – Department of Transportation Safety
Jack Nevin	Northrop Grumman – TRIMARC
Jeremy Rodgers	State Fire Commission
Tim Schoch	Northrop Grumman – ARTIMIS
Steve Sheets	Kentucky Association of EMTs
David Sloan	Ashland Fire Department
John Smoot	Department of Kentucky Vehicle Enforcement
Susan Springer	ARTIMIS & ODOT
Ryan Tenges	Federal Highway Administration
Duane Thomas	KYTC – Division of Traffic Operations
Misti Wilson	KYTC – Department of Highways, District 3
Tony Young	Federal Highway Administration
John Crossfield	Kentucky Transportation Center
Jennifer Walton	Kentucky Transportation Center

John Crossfield reminded the group of the safety regulations and the location of various facilities.

Tim Hazlette welcomed those in attendance and allowed time for self-introductions (*Agenda Item I*). A sign-in sheet was circulated and the presentation handout and agenda were distributed. (Refer to Attachment A.)

Next, Jennifer Walton asked the Task Force if there were any comments or changes on the previous meeting minutes (*Agenda Item II*). (They were distributed electronically on 8-13-07 by KTC staff.) There were no corrections to the previous meeting minutes and no discussion. As such, the minutes were approved and will be posted on Kentucky's Incident Management website at: http://highwaysafety.ky.gov/ea_incident_management.asp.

Emergency Traffic Control Equipment - Next, Jennifer Walton began the review of previous action items *(Agenda Item III)* by distributing information on recommended emergency traffic control equipment for responders (refer to Attachment B). Duane Thomas reported that he was investigating possible funding sources to provide this equipment package to fire departments working on the interstates and parkways. Jeremy Rodgers is working on getting this number and estimates that it will be around 200 vehicles that will need to be equipped. Duane stated that he hopes to have training tied to this distribution of this equipment. Jennifer will investigate ways to provide this training to this large group of responders and get a cost estimate to Duane.

Electronic Copies of the HCSM Checklist – Jennifer stated that electronic copies of the Highway Crash Site Management Checklist are available at: http://highwaysafety.ky.gov/ea_incident_management.asp. The file is 1.24 MB and Adobe Acrobat Reader is required to view the document. Task Force members are encouraged to let Kentucky responders know that the document is available for download to their in-vehicle computers. Task Force members who need electronic copies of the Checklist on CD (if you are unable to download the document), should contact Jennifer. Hard copies of the Checklist are still available by contacting Tim Hazlette.

Best Practices – John Crossfield reported that there is a great deal of information on incident management. Instead of compiling all this information into a single document, John prepared a handout (refer to Attachment C) with web addresses and selected publications for incident management-related topics. Task Force members, who are interested in finding information on specific areas of incident management, should contact John for assistance.

Emergency Vehicle Parking Guidelines – Jennifer distributed a handout of the Guidelines, which was renamed, "Guidelines for Safe & Efficient Operating Procedures at the Scene of a Highway Incident" (refer to Attachment D). The Subcommittee reviewed and revised this document numerous times. Tim Schoch suggested that this document be presented as a resolution for approval by the Task Force. Tim Hazlette agreed with the suggestion and asked the Task Force for a motion to approve the Guidelines as a resolution. A motion was made to approve the resolution by Jack Nevin and seconded by Tim Schoch. There were no comments or questions from the Task Force, although Tim Hazlette added that comments on the Guidelines would be accepted through the end of the day Monday. Jennifer was asked to provide copies of the Guidelines at the emergency traffic control / detour classes being offered in Ashland and Rowan County next Wednesday (October 31st). The Task Force was encouraged to work within their own agencies to get the Guidelines accepted and used statewide.

Emergency Vehicle Awareness – Jennifer made a brief presentation on curriculum developed by the Bowling Green Fire Department on emergency vehicle awareness. Any Task Force member who wants a copy of the curriculum (which includes a PowerPoint presentation, videos, and notes) should contact Jennifer. Tony Young suggested that Jennifer ask the Bowling Green Fire Department if they would be interested in reporting this information at the Lifesavers' Conference being held April 21 – 23 at the Galt House in Louisville.

Next, Jennifer asked that the local incident management teams provide an update on their activities *(Agenda Item IV)*.

Ashland – David Sloan reported that an Ashland team has been formed as an extension of the Highway Safety Corridor Committee in the area. Their first meeting will be in early December.

Bowling Green - Dustin Luttrell reported that the local incident management team in Bowling Green is still working on emergency turnarounds for I-65. There was some concern from KYTC - Division of Traffic Operations about the signs that were being requested for these turnarounds, but Duane Thomas said he will work with them to get something approved. Misti Wilson, a member of the local team, is working on a project to provide local detour maps to drivers. (She presented information on this effort later in the meeting.) Dustin also explained that they will be extending an invitation to towers and those involved with the cleanup of shipments of alcohol. Their next meeting is scheduled for December 4th at 9AM. The location of the meeting is yet to be determined.

Cincinnati / Northern Kentucky - Susan Springer reported that the next meeting of the OKI Regional Incident Management Task Force would be November 19th at 1:30pm at ARTIMIS. Anyone interested in attending should contact Susan to be added to the email distribution list. Susan stated that Captain Dan Gerrard has been designated as the new chair for the Task Force.

Lexington - Ron Herrington reported that the next meeting of the Traffic Safety Coalition in Lexington would be December 12th. Ron commented that he recently received statistics showing that Lexington was rated 3rd in safety in the nation for cities with a growing population.

Louisville – Jack Nevin reported that the next meeting of the Louisville team would be December 13th at 9:30 AM. He stated that the Louisville Metro Police would be adding an hour class on Highway Crash Site Management to their curriculum.

Next, under the topic of "Other Business" *(Agenda Item V)*, Jennifer asked Misti Wilson to present her information regarding detour maps at rest areas.

Detour Maps at Rest Areas – Misti explained that she had put together a booklet of detour route maps that could be provided to motorists in the event of an incident at rest areas. This booklet used the maps available on the Kentucky Transportation Center's website (www.ktc.uky.edu). Misti is looking for funding for this effort.

ETC / Detour Route Class – Jennifer thanked the Task Force for getting the word out on the two emergency traffic control classes being offered in Ashland and Rowan County. Jennifer went on to clarify that these 2-hour classes would include an hour on emergency traffic control basics and an hour on the process for establishing a detour for various segments of I-64. New detour route maps will be distributed and flip-down signs will be installed in the coming weeks. Jennifer will send a follow-up email regarding specific information on both of the classes.

Incident Management Info to the Public – David Devers did not make it to the meeting, so Jennifer stated that David was interested in doing some short incident management-related articles for newspapers. Task Force members should forward ideas to Jennifer, who will forward them on to David.

Cable Median Barriers – Duane Thomas stated that he was interested in getting training for responders on how to remove a vehicle from a cable median barrier. This type of median barrier is being used in the Louisville and Lexington areas and is very successful in reducing crossover accidents. Responders need to have training on how to remove a vehicle with out cutting the cable in a way that will be difficult and very expensive to replace. Duane will be working on information to distribute to responders regarding these barriers.

There was no other business to discuss.

Tim Hazlette established a schedule for next year's Task Force meetings. The group will meet quarterly at **10AM** on the third Wednesday of the month beginning **January 16th**. Meetings for the remainder of year include: **April 16th, July 16th, and October 15th**.

The following action items were recorded during the meeting (*Agenda Item VI*):

Action Item	Responsible Person(s)
1. Post the August Task Force meeting minutes at: http://highwaysafety.ky.gov/ea_incident_management.asp.	Jennifer Walton / Ed Harding
2. Put together a cost estimate for an ETC package for fire trucks working on interstates and parkways and seek funding for this equipment and possible training.	Duane Thomas / Jennifer Walton
3. Inform Kentucky responders that the Checklist is available for download (contact Jennifer if CDs are needed instead). Hard copies of the Checklist are available through Tim Hazlette.	All Task Force Members
4. Contact John Crossfield if information is needed on a specific topic dealing with incident management.	All Task Force Members
5. Provide information to Kentucky responders regarding the "Guidelines for Safe & Efficient Operating Procedures at the Scene of a Highway Incident.	All Task Force Members
6. Contact Jennifer if you'd like more information on the Emergency Vehicle Awareness curriculum (developed by Bowling Green FD).	All Task Force Members
7. Contact the Bowling Green FD about presenting EVA at the Lifesavers' Conference.	Jennifer Walton
8. Contact Misti Wilson if you have suggestions for possible funding of her detour route maps idea.	All Task Force Members
9. Send a follow-up email regarding the emergency traffic control and detour route classes.	Jennifer Walton
10. Send ideas for incident management-related newspaper articles to Jennifer.	All Task Force Members
11. Preparation and distribution of information on cable median barriers	Duane Thomas
12. Reserve a room for the next Task Force meeting	Tim Hazlette

The meeting was adjourned around 11:15am.

Incident Management Task Force

October 24, 2007 at 10:00 AM
Kentucky Transportation Cabinet Building
1st Floor Conference Center – Room C109

AGENDA

I. Welcome and Introductions

II. Approval of Past Meeting Minutes

III. Review of Previous Action Items

a. Emergency Traffic Control Equipment for Fire Departments – Duane Thomas / Jeremy Rodgers / Jennifer Walton
b. Electronic Copies of the HCSM Checklist – Jennifer Walton
c. Best Practices – John Crossfield
d. Emergency Vehicle Parking Guidelines – Jennifer Walton
e. EVA Curriculum – Jennifer Walton

IV. Update from Local IM Teams

a. Ashland – David Sloan
b. Bowling Green – Dustin Luttrell
c. Cincinnati / Northern Kentucky – Tim Schoch
d. Lexington – Ron Herrington
e. Louisville – Jack Nevin

V. Other Business

a. Detour Route Maps at Rest Areas – Misti Wilson
b. ETC for Responders Class – Jennifer Walton
c. Getting Incident Management Info to the Public – David Devers

VI. Review of Action Items / Next Meeting

VII. Closing

Kentucky's Highway Incident Management Task Force

KyTC Conference Center – C109
October 24, 2007
10:00 AM

Welcome & Introductions

Tim Hazlette
Department of Transportation Safety

Meeting Agenda

- Approval of Past Meeting Minutes
- Review of Previous Action Items
- Update from Local IM Teams
- Other Business
- Review of Action Items / Next Meeting
- Closing

Approval of Past Meeting Minutes

Tim Hazlette

Minutes distributed electronically on 8/13/07 with no comments received.

Review of Previous Action Items

Various Task Force Members

ETC Equipment for FDs

Recommended Equipment

- "Emergency Scene Ahead" or "Accident Ahead" Sign – 2
- "Be Prepared to Stop" Sign – 2
- Flagger Sign – 2
- Portable Sign Stands – 6
- Orange Safety Flags to attach to warning signs - 18

Signs:
48"x48"
Retroreflective
Roll-up

ETC Equipment for FDs

Recommended Equipment (continued)

- Red Flagger Flags with stiffener and 36" staff - 2
- Traffic Cones (spring type) – 16
- Flagger Paddles – 2
- Yellow-Green Class 3 Safety Vests - 10

Estimated Cost per Truck - $3400

Electronic Copies of the Checklist

- HCSM Checklist is available for download

http://highwaysafety.ky.gov/ea_incident_management.asp

- File Size: 1.24 MG
- Adobe Acrobat Required

Best Practices

Various FHWA Websites

- "FHWA" Office of Operations" http://ops.fhwa.dot.gov/index.asp
- "Program Areas" http://ops.fhwa.dot.gov/program_areas/programareas.htm
- "Creating a Foundation for 21st Century Operations, http://ops.fhwa.dot.gov/program_areas/creating_foundation.htm
- "Operations Performance Measurement" http://ops.fhwa.dot.gov/perf_measurement/index.htm

Best Practices

Various FHWA Websites (continued)

- "Office of Operations, Publications" http://ops.fhwa.dot.gov/publications/publications.htm
- "Traffic Incident Management, Publications" http://ops.fhwa.dot.gov/publications/publications.htm#tim
- "Emergency Transportation Operations" http://ops.fhwa.dot.gov/opssecurity/index.htm
- "Traffic Incident Management Program" http://ops.fhwa.dot.gov/incidentmgmt/docs/incident-mgmt-perf/references.htm

Best Practices

Selected Publications

- "Alternate Route Handbook" FHWA, May 2006 http://ops.fhwa.dot.gov/publications/ar_handbook/index.htm
- "Simplified Guide to the Incident Command System for Transportation Professionals", FHWA Feb 2006, http://ops.fhwa.dot.gov/publications/ics_guide/index.htm

Best Practices

Selected Publications (continued)

- "Traffic Incident Management Overview", FHWA Aug 2006, http://ops.fhwa.dot.gov/aboutus/one_pagers/tim.htm
- "Traffic Incident Management Handbook", FHWA, Nov 2000 http://www.itsdocs.fhwa.dot.gov/JPODOCS/REPT_MIS/13286.pdf

Best Practices

Selected Publications (continued)

- "Regional Transportation Operations Collaboration and Coordination, A Primer for Working Together to Improve Transportation Safety, Reliability, and Security", FHWA. 25 July 2007
  http://www.itsdocs.fhwa.dot.gov//JPODOCS/REPTS_TE//13686.html

Best Practices

Selected Publications (continued)

- "Best Practices in Emergency Transportation Operations Preparedness and Response", FHWA, Dec 2006
  http://ops.fhwa.dot.gov/publications/etopr/best_practices/etop_workshop.htm
- "Managing Travel for Planned Special Events", FHWA, Sep 2003
  http://ops.fhwa.dot.gov/program_areas/sp-events-mgmt/handbook/index.htm

Best Practices

Selected Publications (continued)

- "Freeway Management and Operations Handbook", FHWA, Sep 2003
  http://ops.fhwa.dot.gov/freewaymgmt/publications/frwy_mgmt_handbook/index.htm

Final Draft

"Guidelines for Safe and Efficient Operating Procedures at the Scene of a Highway Incident"

- Developed for KY Responders
- Goal: Provide guidance for safe and efficient operation procedures at the scene of an incident
- Intent: To help agencies in developing and/or revising SOPs for highway incidents

Emergency Vehicle Awareness

- Developed by the Bowling Green Fire Department
- Began in 1989
- Taught by Firefighters
- Objective: inform students about Fire Department response procedures. Inform student drivers of their responsibilities pertaining to emergency vehicles

Emergency Vehicle Awareness

- Components of the Curriculum
  - General Information about the Fire Department
  - Fire Apparatus vs. Personal Vehicle
  - Danger to Firefighters & Civilians
  - Traffic Law with regard to Emergency Runs

Update from Local IM Teams

Local Incident Management Teams

- Ashland – David Sloan
- Bowling Green – Dustin Luttrell
- Cincinnati / Northern Kentucky – Tim Schoch
- Lexington – Ron Herrington
- Louisville – Jack Nevin

Other Business

Detour Route Maps
Misti Wilson

Other Business

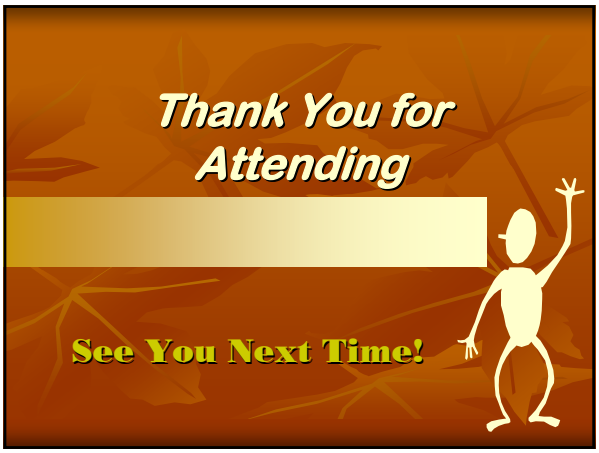
ETC for Responders - Class
Jennifer Walton

Other Business

Incident Management Info
David Devers

Review of Action Items / Next Meeting

Tim Hazlette


Thank You for Attending
See You Next Time!

Recommended Equipment	Description	Quantity	Unit	Unit Cost	Total Cost
"Emergency Scene Ahead" or "Accident Ahead" Sign	48"x48", pink fluorescent, roll-up, retroreflective	2		$ 195.00	$ 390.00
"Be Prepared to Stop" Sign	48"x48", pink fluorescent, roll-up, retroreflective	2		$ 195.00	$ 390.00
Flagger Sign	48"x48", pink fluorescent, roll-up, retroreflective	2		$ 195.00	$ 390.00
Portable Sign Stands		6		$ 138.00	$ 828.00
Orange Safety Flags to attach to warning signs	18"x18"	18		$ 15.50	$ 279.00
Red Flagger Flags with stiffener and 36" staff	24"x24"	2		$ 3.75	$ 7.50
Traffic Cones	28", spring cone, orange with retroreflective trim	16	6 with tote	$ 220.50	$ 661.50
Flagger Paddles	24", retroreflective with 7' handles	2		$ 143.50	$ 287.00
Safety Vests	Yellow-Green, retroreflective, Class 3	10		$ 21.00	$ 210.00
				Total Cost	**$ 3,443.00**

Highway Incident Management

Best Practices

Fall 2007

Various FHWA web sites

"FHWA" Office of Operations" http://ops.fhwa.dot.gov/index.asp
"Program Areas" http://ops.fhwa.dot.gov/program_areas/programareas.htm
"Creating a Foundation for 21st Century Operations,
http://ops.fhwa.dot.gov/program_areas/creating_foundation.htm
"Operations Performance Measurement"
http://ops.fhwa.dot.gov/perf_measurement/index.htm
"Office of Operations, Publications"
http://ops.fhwa.dot.gov/publications/publications.htm
"Traffic Incident Management, Publications"
http://ops.fhwa.dot.gov/publications/publications.htm#tim
"Emergency Transportation Operations"
http://ops.fhwa.dot.gov/opssecurity/index.htm
"Traffic Incident Management Program"
http://ops.fhwa.dot.gov/incidentmgmt/docs/incident-mgmt-perf/references.htm

Selected Publications

"Alternate Route Handbook" FHWA, May 2006
http://ops.fhwa.dot.gov/publications/ar_handbook/index.htm
"Simplified Guide to the Incident Command System for Transportation Professionals", FHWA Feb 2006,
http://ops.fhwa.dot.gov/publications/ics_guide/index.htm
"Traffic Incident Management Overview", FHWA Aug 2006,
http://ops.fhwa.dot.gov/aboutus/one_pagers/tim.htm
"Traffic Incident Management Handbook", FHWA, Nov 2000
http://www.itsdocs.fhwa.dot.gov/JPODOCS/REPT_MIS/13286.pdf
"Regional Transportation Operations Collaboration and Coordination, A Primer for Working Together to Improve Transportation Safety, Reliability, and Security", FHWA. 25 July 2007
http://www.itsdocs.fhwa.dot.gov//JPODOCS/REPTS_TE//13686.html
"Best Practices in Emergency Transportation Operations Preparedness and Response", FHWA, Dec 2006
http://ops.fhwa.dot.gov/publications/etopr/best_practices/etop_workshop.htm

"Managing Travel for Planned Special Events", FHWA, Sep 2003
http://ops.fhwa.dot.gov/program_areas/sp-events-mgmt/handbook/index.htm
"Freeway Management and Operations Handbook", FHWA, Sep 2003
http://ops.fhwa.dot.gov/freewaymgmt/publications/frwy_mgmt_handbook/index.htm

Guidelines for Safe and Efficient Operating Procedures at the Scene of a Highway Incident

-Developed for Kentucky Emergency Responders-

The goal of this document is to provide guidance on safe and efficient operating procedures at the scene of an incident. The intent is for responding agencies to use these guidelines to help develop and/or revise their standard operating procedures for highway incident scenes. The expected result of implementing these guidelines includes:

1) Improved safety for victims, motorists, and responders,
2) Reduced time spent at the scene of an incident, and
3) Reduced duration and extent of the roadway closure.

In conjunction with these guidelines, local responding agencies should work and plan together. Interagency coordination is the key to efficient and effective operations at the scene of an incident. Along with proper planning, agencies should ensure that personnel receive the appropriate training to perform their designated duties.

The following information was adapted from Respondersafety.com's Standard Operation Procedures for "Safe Positioning While Operation In or Near Moving Traffic" and other national, state, and local strategies and is intended to provide guidance to all emergency responders at the scene of an incident. Responding agencies should keep in mind that specific procedures will vary depending on the type of incident, the type of roadway, and the surroundings.

Safety Benchmarks

All emergency personnel are at great risk of injury or death while operating in or near moving traffic. There are several specific tactical procedures that should be taken to protect all responders at the incident scene including;

1. Never trust approaching traffic.
2. Avoid turning your back to approaching traffic.
3. Establish an initial "block" with the first arriving emergency vehicle or fire apparatus.
4. Always look before opening doors and stepping out of an emergency vehicle into any moving traffic areas. When walking around vehicles or equipment, be alert to your proximity to moving traffic.
5. Always wear ANSI Class III high visibility reflective vests during daylight and nighttime operations.
6. Turn off all sources of vision impairment to approaching motorists at nighttime incidents including vehicle headlights and spotlights. Lighting may be needed to illuminate the work area, but care should be taken not to blind oncoming motorists.
7. Use fire apparatus and police vehicles to initially redirect the flow of moving traffic.
8. Establish advance warning and adequate transition area traffic control measures upstream of incident to reduce travel speeds of approaching motorists.
9. Use traffic cones where appropriate for sustained highway incident traffic control and direction. (Flares may be used in conjunction with (but not in place of) traffic cones.
10. Someone should be designated to serve as the traffic manager at the scene of the incident to monitor approaching traffic and ensure that a qualified responder (or "flagger) is continuously directing traffic past the scene. The flagger should be ready to activate an emergency signal if the actions of a motorist do not conform to established traffic control measures in place at the highway scene. The flagger should be placed between the incident and the on-coming vehicles, so as to direct attention away from the scene and toward the roadway ahead. (All responders should have appropriate training in emergency traffic control procedures.)
11. For large scale incidents, implement the "50 MPH Rule". This rule provides for wide dissemination of closure or major incident information to appropriate media outlets, including other states. For every hour that the incident is expected to last, provide notice to motorists far enough way that they can avoid the closure. Following this rule will reduce the likelihood of secondary crashes by reducing the size of the traffic queue.

Apparatus and Emergency Vehicle Benchmarks

Listed below are benchmarks for safe parking of apparatus and emergency vehicles when operating in or near moving traffic.

1. Always position first-arriving apparatus to protect the scene, patients, and emergency personnel.
    a. Initial vehicle placement should provide a work area protected from traffic approaching in at least one direction.
    b. Angle vehicles on the roadway with a "block to the left" or a "block to the right" to create a physical barrier between the crash scene and approaching traffic. The first vehicle that motorist see should be angled away from the shoulder to channelize traffic away from the incident. Other vehicles may be angled toward the shoulder.
    c. Vehicles and equipment should be parked on the same side of the roadway and in the same direction as the flow of traffic.
    d. Except for vehicles specifically protecting the scene, emergency response vehicles should be parked off the roadway, at a staging area, or on the shoulder (or as an alternative, on the median).
    e. Personal vehicles should be restricted or at least limited on high-volume, limited access highways.
    f. Allow apparatus placement to slow approaching motorists and redirect them around the scene.
    g. It is desirable to remove debris from the roadway as soon as approval is given by the investigating police officer. Debris may be used as evidence and may need to be photographed or measured.
    h. Keeping lanes open should be a priority. If an accident is blocking one lane, then first responders should attempt to use a linear placement method to form protection in the blocked lane only.
    i. If approaching vehicles are traveling in excess of 50 mph or other safety concerns warrant it, fire apparatus may be used to block an additional traffic lane more than that already obstructed by the crashed vehicle(s).
    j. When practical, position fire apparatus in such a manner to protect the pump operator position from being exposed to approaching traffic.
    k. Law enforcement vehicles should be first in sight to drivers in order to provide blue lights at eye-level.
2. Positioning of large apparatus must create a safe parking area for EMS units and other fire vehicles. Operating personnel, equipment and patients should be kept within the "shadow" created by the blocking apparatus at all times.
    a. A "shadow" vehicle is a large vehicle (33,000 GVWR laded to at least 20,000 lbs).

b. The vehicle should be spotted 100 to 250 feet upstream from the work space depending on the speed limit, wheels cut toward the shoulder. If used in the left lane and there is a median, wheels should be cut toward the median. If there is no median, then leave wheels straight and increase the distance from the work space.

c. The shadow vehicle should not be involved in the incident mitigation efforts and should NOT be occupied by people.

3. When blocking with apparatus to protect the emergency scene, establish a sufficient size work zone that includes all damaged vehicles, roadway debris, the patient triage and treatment area, the extrication work area, personnel and tool staging area and the ambulance loading zone.

4. The fire engine should be placed as close to the crash as practical. If there is clearly no fire hazard, then the vehicle should not impede others responding to the incident. Law enforcement should stop prior to the incident to allow room for the engine, if necessary.

5. Ambulance should be positioned within the protected work area with their rear patient loading door area angled away from the nearest lanes of moving traffic.

6. Tow trucks should be parked ahead of the wrecked vehicle and out of the way. Flashing lights should be extinguished if in a position to be protected by another response vehicle.

7. Command shall stage unneeded emergency vehicles off the roadway or return these units to service whenever possible.

8. At all intersections, or where the incident may be near the middle lane of the roadway, two or more sides of the incident will need to be protected.

   a. Police vehicles must be strategically positioned to expand the initial safe work zone for traffic approaching from opposing directions. The goal is to effectively block all exposed sides of the work zone. The blocking of the work zone must be prioritized, from the most critical or highest traffic volume flow to the least critical traffic direction.

   b. For first arriving engine or truck companies where a charged hose line may be needed, block so that the pump panel is “down stream”, on the opposite side of on-coming traffic. This will protect the pump operator.

   c. At intersection incidents, consider requesting police response. Provide specific directions to the police officers as to exactly what your traffic control needs are. Ensure that police vehicles are parked in a position and location that provides additional protection of the scene.

9. Traffic cones shall be deployed from the rear of the blocking apparatus toward approaching traffic to increase the advance warning provided for approaching motorists. Cones identify and only suggest the transition and tapering actions that are required of the approaching motorist.

10. Personnel shall place cones and flares and retrieve cones while facing oncoming traffic.

11. To provide advance warning to motorists and establish a transition zone, six (6) traffic cones should be evenly dispersed upstream of the blocking apparatus with the furthest traffic cone approximately 100 feet upstream.

12. Additional traffic cones may be used to extend the advance warning area for approaching motorists or to further delineate the incident scene.
13. Reposition vehicles to allow traffic to flow on as many lanes as possible once the operational phases (extrication, medical care, and suppression) are completed.

Incident Command Benchmarks

The Incident Commander must complete critical benchmarks to assure that a safe and protected work environment for emergency scene personnel is established and maintained including;

1. Assure that the first-arriving apparatus establishes an initial block to create an initial safe work area
2. Assign a parking location for all ambulances as well as later-arriving apparatus.
    a. Lanes of traffic shall be identified numerically as “Lane 1”, “Lane 2”, etc., beginning from the right to the left when right and left are considered from the approaching motorist’s point of view. Typically, vehicles travel a lower speed in the lower number lanes.
    b. Directions “Right” and “Left” shall be as identified as from the approaching motorist’s point of view left or right.
    c. Instruct the driver of the ambulance to “block to the right” or “block to the left” as it is parked at the scene to position the rear patient loading area away from the closest lane of moving traffic.
3. Assure that all ambulances on-scene are placed within the protected work area (shadow) of the larger apparatus.
4. Assure that all patient loading into Med Units is done from within a protected work zone.
5. Assure that all unnecessary vehicles leave the scene as soon as possible.
6. The initial company officer and/or Incident Commander must operate as the Scene Safety Officer until this assignment is delegated.
7. Command shall assure that proper emergency lighting remains ON.

Emergency Lighting Benchmarks

The use of emergency vehicle lighting is essential, especially in the initial stages of a traffic incident. However, emergency lighting provides warning only and no effective means of traffic control. Drivers may become confused and often distracted by excessive amounts of flashing lights. When good traffic control has been established, the use of emergency vehicle lighting can be reduced.

1. Flashing lights should be ON when incident vehicles are in the freeway lanes or on the shoulder and traffic is passing at normal speeds.
2. Flashing lights should be ON at nighttime when on the shoulder to warn vehicles that might illegally be using the shoulder.
3. Flashing lights should be OFF during daylight hours when incident vehicles are sufficiently off the freeway and other vehicles are slowing passing the scene.
4. Special consideration should be given to reducing or extinguishing forward facing emergency vehicle lighting, especially on divided roadways, to reduce distractions to oncoming road users.
5. The preference for rear warning lights should be amber.
6. Provide overall scene lighting if needed and is possible. Consider that headlights may blind oncoming motorists and limit their use.